

RAO COPY

File: COMPTROLLER'S

Approved For Release 2005/08/16 : CIA-RDP70-00211R000800060008-8

SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM			
<input checked="" type="checkbox"/>	UNCLASSIFIED	<input type="checkbox"/>	CONFIDENTIAL
<input type="checkbox"/>		<input type="checkbox"/>	SECRET
CENTRAL INTELLIGENCE AGENCY OFFICIAL ROUTING SLIP			
TO	NAME AND ADDRESS	INITIALS	DATE
1	<div style="border: 1px solid black; width: 150px; height: 15px;"></div>		
2	2E-32 LANGLEY		
3			
4			
5			
6			
<input type="checkbox"/>	ACTION	<input type="checkbox"/>	DIRECT REPLY
<input type="checkbox"/>	APPROVAL	<input type="checkbox"/>	DISPATCH
<input type="checkbox"/>	COMMENT	<input type="checkbox"/>	FILE
<input type="checkbox"/>	CONCURRENCE	<input checked="" type="checkbox"/>	INFORMATION
<input type="checkbox"/>		<input type="checkbox"/>	PREPARE REPLY
<input type="checkbox"/>		<input type="checkbox"/>	RECOMMENDATION
<input type="checkbox"/>		<input type="checkbox"/>	RETURN
<input type="checkbox"/>		<input type="checkbox"/>	SIGNATURE
Remarks:			
Colwell:			
Attached are copies of General Records Schedules 2, 5, 6, and 7. These deal with various types of Fiscal Records. Comptroller's Office has used these standards in general in disposing of their Vouchered Funds Records.			
Note: <div style="border: 1px solid black; width: 150px; height: 20px; display: inline-block;"></div> is responsible for copies of above.			
FOLD HERE TO RETURN TO SENDER			
FROM: NAME, ADDRESS AND PHONE NO.			DATE
<div style="border: 1px solid black; width: 150px; height: 15px;"></div> CIA Records Administration Officer, DDS			11/30/61
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CONFIDENTIAL			